

RFP CYF 20-04 Questions/Answers

ADDENDUM #1

TO: ALL POTENTIAL BIDDERS
FROM: Ryan Bolles
DSCYF – Procurement Administrator
DATE: August 20, 2020
SUBJECT: ADDENDUM TO REQUEST FOR PROPOSALS (RFP) – CYF 20-04 Post Adoption Services

The following is a list of questions and responses received to date and one clarification:

1. Question: Is the stated funding available for this RFP annual or is that for the entire 3 year period?
Answer: The total funding available for each contract year is approximately \$238,000.
2. Question: How will referrals for this program work? Will it be self-referral, DFS identified referrals or do bidders need to include a referral process?
Answer: This is primarily a self-referral program. However, there may be times when DSCYF reaches out to the contractor on behalf of the family. Bidders should identify a process how they will accept and manage referrals through case management.
3. Question: There is a reference in the RFP about having one point of contact for the services. For clarification, does that mean one staff member identified to receive the referral and specifically provide the services or does that mean one staff person to receive referrals and assign to appropriate workers?
Answer: Bidders should describe a process where anyone at the agency who receives a call from a family will pass the callers information or the call itself to one (1) designated contractor staff person for case management through appropriate staff. This person is the “one point of contact” described in the RFP.

All other terms and conditions remain the same.

If you have any questions, please contact H. Ryan Bolles at herbert.bolles@state.de.us or 302-633-2701